

AMCI11-301/910 AW SUP1
BY ORDER OF THE COMMANDER 910TH WING
AIR MOBILITY COMMAND INSTRUCTION 11-301
910TH WING

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Operations

AIRCREW LIFE SUPPORT PROGRAM

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AMCI 11-301, dated 1 AUGUST 1997 is supplemented as follows: This supplement provides guidance to manage the 910 Airlift Wing Life Support Program for assigned AFRC flying units, and personnel assigned. Currently the 910th Airlift Wing has two (2) flying squadrons which are the 773rd Airlift Squadron and the 757th Airlift Squadron, and a Life Support section assigned to each of the squadrons. This supplement clarifies responsibilities, equipment control procedures, and equipment requirements unique to the 910 Airlift Wing mission.

1.2.5. This supplement that is submitted to 22nd Air Force will be reviewed on an annual basis, to determine if any changes to the supplement need to be made.

1.5.2. The NCOIC will make all phone calls and E-mail transmissions to HQ 22nd AF/DOOL and HQ AFRC/DOTSL, concerning Life Support issues.

2.4.3.1.1. The 910th Airlift Wing does not have the position of Life Support Superintendent. Current manning documents have only a NCOIC assigned to each of the 773rd Airlift Squadron and the 757th Airlift Squadron.

2.4.4.1.1.1. The Life Support Officer (LSO) assigned will be involved with the Life Support section to ensure he/she is aware of all Life Support functions. The LSO will work with Life Support to resolve any need that it has to accomplish the mission. The NCOIC will keep the LSO abreast on progression, equipment, and continuation training of Life Support.

2.4.4.1.2. The Life Support section will issue equipment that is not on the aircraft AFTO Form 46, to individual aircrew on a AF Form 1297, to ensure equipment is tracked and returned. If equipment items are not returned, the NCOIC shall take steps through the Operations Officer or Squadron Commander to replace the assets that were not returned.

2.4.5.1.1. Currently there is no LSO, Superintendent, or Training NCOIC assigned to the OSS. This responsibility is given to the NCOIC of Life Support.

2.4.5.1.2. The responsibilities that are given within this section will be accomplished by the NCOIC of Life Support.

2.4.6.3.4. Life Support assigned personnel will sign off the T.O. Familiarization Log Book. This is to make sure all Life support Technicians are familiar with the T.O.'s they are using and current with any changes to the T.O.'s.

2.4.6.3.12. The Life Support shop will not store any munitions within its section. The NCOIC will work with the MASO assigned to “receive” and “turn-in” all munitions. The NCOIC will also maintain the Munitions Binder to track the munitions requisitions and quantity it has in the munitions account. Only munitions that are within equipment items and in service shall be kept within the Life support section.

2.4.6.3.12.1 Life Support does not utilize the Explosive Facility License due to the fact it will not store munitions within the section. This has been cleared through the Safety office and through the MASO.

2.4.6.3.18. Life Support assigned personnel will be given an annual briefing and be signed off for Hazardous Communication by the NCOIC.

2.4.10.2. Life Support will keep on hand the applicable AFTO Form inspection cards for equipment that is inspected, repacked or repaired by the Survival Equipment shop. The AFTO Form inspection cards are only used by the Survival Equipment section to annotate inspections or data pertinent to the equipment being done. These inspection dates and person who did the inspection will be reviewed and put into the Life Support ALSMS program by a Life Support technician. These cards are then filed with the AFTO Forms that are kept by Life Support for equipment that Survival Equipment is required to have for their function.

2.4.10.12. The Life Support section will comply with procedures established in O.I.’s, when delivering equipment to the Survival Equipment shop.

2.5.2.2.5. When performing the task evaluations, the Certifier will ensure the developed Task Evaluation Checklists are utilized to make sure all parts of the task evaluation are covered. The Checklist is then placed in the Trainees AF Form 623.

2.5.2.2.13. Upon receiving new Life Support personnel, he/she will be put into the applicable training program (i.e. 3, 5, 7 level). It is NCOIC’s responsibility to make sure the Trainer assigned to train the person is doing so in the allotted time period. Training will not be overlooked and will be tracked by the NCOIC, Trainer and Trainee.

2.5.2.4.4. The Quality Improvement Program (QIP) is established and will be followed accordingly. This program is also known as Quality Assurance (QA) within Life Support. When receiving equipment in from outside supporting agencies, a QA inspection will be accomplished on 100% of equipment. When a discrepancy is found, whether “in-house” or from a supporting agency, it will be logged into the Quality Assurance Log Book. The piece of equipment be brought to the attention of the NCOIC and will then be taken back to the supporting agency for correction. If no discrepancy is found, it will still be logged accordingly as being checked by a Life Support technician.

2.6.2. A Semi Annual Quality Council meeting will be held to ensure continuity between Life Support and outside supporting agencies. This will be done in a TQM fashion (i.e. Leader, Scribe, Timekeeper) that all parties involved are informed of on-going events or changes.

Meeting minutes will be generated and sent to all parties involved to be sure everyone is on the same level of understanding of what took place during the course of the meeting.

2.7.4. Life Support personnel are required to review the O.I.'s on an annual basis or when a new O.I. is generated. They will then sign off as having read and understood the guidance as to the local procedures given.

2.11.6. Life Support technicians will annotate Consolidated Tool Kit (CTK) inventories in the morning before use, and before leaving at the end of the work day. Annotate locally generated forms to complete the inspection on each CTK. If inventory shows that there is a missing tool, it will be brought to the NCOIC's attention for action.

3.4.6.1 The Life Support section will annotate the Equipment Log Book when taking or receiving equipment to the Survival Equipment shop. This book is designated to track all equipment taken to the survival equipment shop for inspection, repack or repair.

3.4.9. All Life Support equipment will be marked with the units SRAN #6656, to keep equipment sanitized. To keep the equipment separate between the two (2) squadron Life Support sections, a "R" or a "B" will be put behind the SRAN number. For local control numbers a "R" or "B" will be put in front of the designated number to distinguish the equipment between the two (2) Life Support shops.

4.6.8. Life Support equipment that is vacuum-packed will follow instructions IAW AMCI 11-301, to ensure continuity within the Life Support sections. Items that are currently vacuum-packed within the Life Support are items contained in the aircrew chemical warfare section, and certain items within the ML-4 survival kit container.

5.2.3.1. The responsibilities that are listed are that of the Life Support NCOIC's.

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Commander